

FUNDRAISING TERMS & CONDITIONS



For the purposes of these terms and conditions, In this agreement, “*The Salvation Army*”, “*we*” or “*us*” means The Salvation Army Trustee Company, a company registered in England and Wales (company number 00259322), whose registered office is 101 Newington Causeway, London SE1 6BN, acting in its capacity as trustee of The Salvation Army Trust (Central Funds) (registered charity numbers 214779/SC009359).

The terms and conditions below apply to all independent voluntary fundraising events and activities carried out for The Salvation Army.

1. By raising funds as an independent supporter of us, you are raising money ‘**in aid of**’ The Salvation Army rather than ‘**on behalf of**’ The Salvation Army. This means you are raising funds for us independently. Please make sure this is clear in all communications that you use to promote your fundraising activity.
2. When promoting or undertaking your fundraising activity you agree
To include the wording: “*Salvation Army Trust Registered Charity in England and Wales 214779, registered in Scotland SC009359 and The Salvation Army Social Work Trust 215174 and in Scotland no. SC037691*”;
3. If you describe our work, to use the wording: “*The Salvation Army puts its beliefs into practice through a programme of practical action, serving our communities, supporting those in need and fighting for social justice. We run over 100 social services centres across the UK to help homeless people, older people, families and people with drug and alcohol addictions*”.
4. Only to use the approved version of our name and logo and comply with our brand guidelines (which are available from angela.carlucci@salvationarmy.org.uk);
5. Not to do anything to bring the name of The Salvation Army into disrepute.
6. To act honestly in all aspects of your fundraising and deal with all donors courteously.
7. Not to intrude on a person’s privacy, be unreasonably persistent in asking people to donate or place undue pressure on a person to donate.
8. To comply with all laws, rules, regulations, codes, policies and guidance that may apply to your fundraising (including, without limit, in respect of fundraising, data protection and health and safety and the Fundraising Regulator Code of Fundraising Practice) and obtain any necessary licence, consents or permissions.
9. To comply with any instruction or guidance provided by us in relation to your fundraising. All fundraising events are undertaken at your own risk and you may need to carry out a health and safety risk assessment for your event and ensure that all participants are fully briefed and adequately supervised.
10. Not to raise funds by carrying out house-to-house collections.
11. Not to collect on private property (including shops) without first obtaining the permission of the owner.
12. Not to collect in any public place without first obtaining a collector’s licence from the appropriate Local authority (usually the police or council).
13. When applying for any licence and carrying out any public collections, to make it clear that you are not an employee or agent of The Salvation Army.
14. To comply with the policy of The Salvation Army not to seek funding from companies related with gambling, drink or tobacco.
15. To note that The Salvation Army does not support fundraising through lotteries and raffles.
16. To return any unused fundraising materials that you received from us, including collection tins, to us within one month of my fundraising activity to the address below.
17. To keep details of the names and addresses of and amounts donated or pledged by all donors and to provide such details to us within 7 days of a request from us and to provide any other information we request to enable us to verify the amount you collected from your fundraising activity.
18. Without applying any pressure, to ask all donors whether they will agree to gift aid declarations for their donations (where eligible) and to keep an accurate record of those who agree to gift aid their donations (further information on gift aid can be found at [<https://help.justgiving.com/hc/en-us/articles/200670391-A-guide-to-Gift-Aid>]).

19. To ensure that you and any of the following persons who are connected to you do not complete a gift aid declaration on any donation that you or these connected persons make: your spouse or civil partner; any relative; the spouse or civil partner of a relative; or the spouse or civil partner of a relative of your spouse or civil partner; or, any company under the control of a connected person.
20. To keep confidential all sponsorship/donation forms and not disclose personal details (including addresses) of sponsors and donors to anyone else.
21. If you collect personal information from anyone who provides donates or contributes to your fundraising activity, to ensure that such personal data is treated in accordance with data protection legislation and protected from loss or unauthorised access and tell us immediately if any such loss or access occurs.
22. To let us know at the earliest opportunity if you have to withdraw from or cancel your participation in the challenge and immediately return all material containing the names, logo or branding of The Salvation Army.
23. To meet any costs or expenses incurred or arising in connection with your fundraising activity, on the basis that you are fully responsible for all your fundraising activity.

Responsibility for your Fundraising Activity

1. You are fully responsible for the fundraising activity and it is your responsibility to organise all aspects of it. You are also responsible for any costs, expenses, or taxes incurred or arising in connection with your fundraising activity.
2. The Salvation Army cannot accept any responsibility or liability for your fundraising activity, or for any injury or loss to you, or any persons involved with your fundraising activity or for any liability, losses, costs, injuries or claims incurred or arising from your fundraising activity (except for death or injury caused by The Salvation Army's negligence or any other liability which the law does not permit us to exclude) and you agree to reimburse us for all liability, losses, costs and claims incurred by us arising as a result of your fundraising activity.
3. Where relevant, to ensure that you, and any third parties involved in your fundraising activity are fully insured, especially against the risk of death or personal injury and you acknowledge that your fundraising activity is not insured by The Salvation Army or its insurers and you must not take any unnecessary personal or safety risks.
4. The Salvation Army may terminate this agreement and my right to fundraise at any time by giving notice in writing and on termination you shall cease to raise funds for us and shall pay us any sums raised before termination.
5. To provide us on request with a fundraising report and any other information that we reasonably require to enable us to monitor compliance with this agreement.

Proceeds of your Fundraising Activity

1. To ensure that all proceeds from your fundraising are paid to The Salvation Army within one month of your fundraising activity.
To transfer donations by electronic transfer to:
Bank Name: RBL (Reliance Bank)
Account Number: 00178100
Sort Code: 60-01-73
(when making the transfer please use the reference - 'YOUR **SURNAME / EVENT NAME**' and also send an email to challenge@salvationarmy.org.uk letting us know the amount and date of the payment, so we can ensure it is processed correctly).
2. To send us any other donations by cheque are made payable to 'The Salvation Army' and send to the Fundraising Events Unit at the address below.

Other things

1. The Salvation Army may require you to withdraw from or cancel your fundraising activity at any time (including without limitation to comply with health and safety requirements or for regulatory reasons) and you will immediately comply with any such notice from us.
2. To allow any photographs or videos taken during or in connection with your fundraising activity and which you have shared with us or used with reference to us on social media, to be used by us for commercial and/or

fundraising purposes and by sending these photographs to us or sharing them with us (including online), you confirm that anyone featuring prominently in the photograph or video is aged 16 or over, and that they have consented to their image being used in this way.

Children

1. To comply with our policy not to allow children to raise funds on our behalf in respect of any activities which include public collections without adult participation, or in events which are dangerous for children.
2. If you are under 18, you must show these terms and conditions to your parent or guardian, and they must contact us by emailing challenge@salvationarmy.org.uk to confirm responsibility for complying with them before you can proceed with your Fundraiser.